

## REDEVELOPMENT AUTHORITY OF THE CITY OF HARRISBURG

### Regularly Scheduled Meeting October 16, 2018 - 12:43 P.M.

The Board of the Redevelopment Authority of the City of Harrisburg held a Regularly Scheduled Meeting on October 16, 2018, in Suite 405, Rev. Dr. Martin Luther King, Jr. Government Center, 10 North Second Street, Harrisburg, Pennsylvania, at 12:43 p.m. Chair Daniel Leppo presided.

**PRESENT:** Dan Leppo  
Crystal Brown  
Nichole Johnson

**ABSENT:** Stacia Zewe  
Michael Wilson

Also present were: Janell Weaser, Administrative Project Manager; Bryan Davis, Executive Director; Laura Northup, Principal with Mullin & Lonergan Associates Incorporated; Tarik Casteel, President and Demier Casteel, Executive Assistant with TLC Construction & Renovations.

### **MINUTES**

The minutes of the Regular Meeting of September 25, 2018 were presented for approval. Ms. Johnson moved to approve provided two minor errors corrected; seconded by Ms. Brown. The motion passed unanimously.

### **TREASURER'S REPORT**

The Treasurer's Report for August, 2018 was presented for approval, subject to audit. Ms. Brown moved to approve; seconded by Ms Johnson. The motion passed unanimously. The Treasurer's Report for September, 2018 was presented for review. Ms. Johnson moved to approve; seconded by Ms. Brown. The motion passed unanimously.

### **COMMUNICATIONS**

Mr. Davis reported that the Harrisburg Housing Demand Study was completed last week. The study is broken down into five sub markets: Downtown, Midtown, Uptown, The Hill and South Harrisburg. He will be presenting it to the Counsel Workshop at 5:30 pm this evening. Mr. Davis will send each Board Member an electronic copy of the Study consisting of approximately one hundred pages. It contains a lot of data, an analysis of the population and their incomes. It also shows the cost of housing. This Study follows the industry standards. It does not give an analysis of the housing conditions as far as vacancies and how many are blighted. It is a Market Demand Study that shows an over and under supply with a forecast over the next five years of what the housing demand will look like. Mr. Davis pointed out that what he summarized from the study is a lack of affordable, quality housing for seniors throughout the City. They are paying a large percentage of their income towards housing because it does not exist.

Mr. Davis explained this Study shows a snap shot of today. There is another study that can give information by county and the City; the number of housing units and their price; the affordability cost bracket and how many existed in 2000, and then decreased over time. The data shows how the demand for affordable, low-cost housing was rising while at the same time the supply was declining.

Mr. Davis gave an update on Hamilton Health Center (HHC) wanting the Authority to take action on their relationship to deliver the ISRP Funding for the removal of contaminated soil at 47 S. 15<sup>th</sup> Street. HHC was hoping the Board would take action today, but they did not provide all the necessary documents for the Authority to take action. Mr. Davis explained that he gave clear instructions. HHC did complete the construction documents. We still need a Cooperation Agreement from them as well as have time to review all the material.

Ms. Brown inquired what a cooperation agreement entails.

Mr. Davis said that the cooperation agreement is something DCED requires of both parties showing HHC is the primary beneficiary of the grant funds for the project. It will memorialize that HHC and the Authority will comply with DCED requirements. The second thing that needs to be embodied in the agreement is about the ISRP Grant being a reimbursement program. The Authority does not have the money to pay up front and then be reimbursed.

HHC has agreed to pay and wait for the Authority to reimburse them from the ISRP grant. This needs to be written in the agreement. Another thing that must be in the agreement that the Authority requires is HHC to indemnify us. Should DCED decide to not pay for any reason then HHC will absorb any and all cost(s).

Mr. Leppo inquired about any follow-up with Mr. Ted Hansen's request of property maintenance on Herr Street. Mr. Davis replied yes. He went out that same afternoon to look at the properties. Mr. Davis said he contacted the Authority's vendor. SharpTopz Lawn Services is willing to clear the perimeter of the sites. Mr. Davis needs to go again and see how the progress is coming along. He also reported the owner of the adjacent parcel, Bethel AME Church, had made a deal with PPL Electric. PPL is storing their equipment and gravel on Bethel AME Church's land. He believes this is why the chain is down. Until PPL is done he will have to keep checking the property for any parked vehicles. Mr. Davis said he will place parking violation stickers on any parked vehicles. The orange stickers will have the Authority's telephone number on them in case anyone wishes to call with questions. Mr. Leppo inquired when PPL's project will be completed. Mr. Davis replied he did not recall, but will keep checking the site to see when they have left. Once they have gone we can reinstall the barricading entrance chain.

### **PUBLIC COMMENT**

None

### **OLD BUSINESS**

None

### **NEW BUSINESS**

Mr. Leppo brought to the member's attention that Mr. Davis sent a separate email about the Affordable Housing Project on today's agenda, which focuses on housing to applicants that were previously incarcerated. He mentioned there are two properties that the Authority does not currently own, but are in the process of acquiring to complete all the connecting parcels for a total of twenty five (25) designated for transfer to TLC Construction & Renovations (TLC).

Mr. Leppo made the observation that he was not sure why TLC needs the variance that is being requested for the City Set- Backs. The requirement is to meet the prevailing building line on the block or five feet. He adds in his opinion, TLC does not need the hardship of applying for the variance. The prevailing facade of the buildings is right on the property lines with the stoop going right out in the right-away. It meets the requirements.

Ms. Northup, Mr. and Ms. Casteel introduce themselves as acting Consultants for the Project, its mission and the packaging.

Ms. Northup stated she also shared the material with Geoffrey Knight, the Harrisburg City Planner.

Mr. Davis pointed out that he shared the proposal with Board Members, and added that TLC is acquiring more than the twenty-five parcels that the Authority owns. The end product will be a total of fifty (50) units. The project will consist of multi style buildings mixed with one, two and three bedroom units as well as townhomes with lease ending homeownership.

Ms. Northup explained that the project will have a low rise, walkup two story building set-aside with the majority of one bedroom and some two bedrooms on the corner of Walnut and 15<sup>th</sup> Street. Five units are set-aside for 811 occupancy, which are PHFA subsidized housing for persons with disabilities. TLC will work with the Local Lead Agency to fill them. The five units meet the twenty percent AMI requirement. The project will also have eight units for persons coming out of incarceration or previously incarcerated. Since it is a tax credit property, the housing applicants will also need to meet the tax credit eligibility guidelines. In processing their applications they will perform background checks. Ms. Northup continues saying the remaining building types are duplexes, with

apartments one above the other, and will be sold to owner-occupants after year fifteen.

Mr. Leppo states that is actually the technical definition of a duplex. He notes that he saw another detail in the Type E Housing Unit on the one plan. It lists two kitchens and dining facilities but no bedroom. Ms. Northup said they fixed that. She apologized that the Authority was not sent the updated, revised plans. She adds they had to make another change of implementing handicap assessable units in every housing type. Previously they did not list any in the three bedroom units. They had to switch out a two bedroom for a three bedroom unit in one of the duplexes.

Mr. Leppo recommended they talk with the Capital Area Coalition on Homelessness and The Center for Independent Living to help fill the units.

Ms. Northup brought to the member's attention that Mr. Casteel is also acquiring nine other properties.

Mr. Casteel said three are Repository Properties he purchased from Dauphin County. One was a Church on N. 15<sup>th</sup> Street. He reported that the units are on N. 15<sup>th</sup> Street from Regina Street to Walnut Street, located on both sides of the street and on Regina Street going up towards 16<sup>th</sup> Street. Ms. Northup stated that is basically the entire block.

Mr. Leppo inquired if the Community Center will be used by tenants, or open to everyone in the area. Mr. Casteel replied that it will basically be used by anyone in the area. We cannot say it is just for those in the fifty units. People would be able to come in and utilize the computer lab. The Laundry Room will be specific to the tenants in the development.

Ms. Northup explained that the area is a qualifying census tract, and TLC is submitting for the Community Building to be under Tax Credit eligibility. It will be paid for with Tax Credits. If the general census population is under a certain income, then it can be used as community space to people within the area and still fall under tax credit basis. TLC is looking to provide activities and services out of the building. The existing Church Congregation will also use the facilities since they no longer have their building to conduct services on Sundays. Mr. Casteel is actively working with different organizations in the City to complete the comprehensive package for our application due on 16<sup>th</sup> November to PHFA.

Mr. Leppo asked if all housing applicants must prove they were incarcerated to live there. Ms. Northup explained only eight units will be set-aside for that population. Mr. Leppo said that is a good ratio out of fifty, that number would not over load the other families. Mr. Northup shared they are working with Juanita Edrington-Grant of CRAM, Inc. located on Fulton Street. She has been working, helping returning Ex-Offenders for about fifteen years. She is well regarded not only in the City; she also consults with National Firms. Mr. Leppo adds you may also wish to work with the Tri County Community Action (TCCA).

Ms. Brown inquired if they would only be accepting applicants through CRAM to enter the complex. Mr. Casteel believes most would be referred by CRAM. He explained that CRAM not only has relations with the County, they also work with the State. Ms. Northup added we just need a referring agency. There are other agencies that can also refer housing applicants.

Mr. Casteel mentioned that TLC Work Base Training is a part of the re-entry coalition. He attended a meeting last month at TCCA. TLC Work Base Training trains Ex-Offenders. We did a tax credit project two years ago, called the HUB, at the former Hamilton Health Center on Fulton Street, and did vocational training which came out great.

Ms. Northup added we are taking people from the Training Program and actually using them to build the Tax Credit Projects.

Ms. Johnson points out that she is employed with PHFA. She has heard of many Properties attempting to fill their units within three months of startup, only to receive many housing applications with a criminal record from fifteen to twenty years ago. Ms. Johnson states the tight tenant selection plans can shut out many households who are in need.

Ms. Northup said they will be able to accept some background checks that list non-felonies including some drugs offenses.

In her experience, Ms. Brown shared that families who experience homelessness with criminal backgrounds, find this to be a significant challenge when trying to obtain affordable housing.

Mr. Davis gave a summary of each Resolution on the Agenda, and answered all member questions concerning them.

**RESOLUTION NO. 12-2018**, Authorizing the Authority to Execute a Grant Agreement with Tri-County Regional Planning, and to authorize the Authority to use the total funds from the Grant and the City's match towards additional planning in conjunction with the Authority's EPA Area-Wide-Planning activity in South Allison Hill. Ms. Brown moved to approve; seconded by Ms. Johnson. The motion passed unanimously.

**RESOLUTION NO. 13-2018**, Authorizing the Authority to approve TLC Work-Based Training Programs, Inc. as "Developer" for 25 parcels in Central Allison Hill neighborhood. Ms. Johnson moved to approve; seconded by Ms. Brown. The motion passed unanimously.

**RESOLUTION NO. 14-2018**, Executive Session for a change in Personnel Policy regarding Health Insurance. Ms. Brown moved to approve; seconded by Ms. Johnson. The motion passed unanimously.

**RESOLUTION NO. 15-2018**, Authorizing the Authority to engage the professional services of Results Energy Consulting Inc. for the purchase of energy at the Harrisburg Transportation Center. Ms. Brown moved to approve; seconded by Ms. Johnson. The motion passed unanimously.


#### **OTHER BUSINESS**

None

#### **ADJOURNMENT**

The meeting adjourned at 1:38 pm.

Respectfully submitted,

  
\_\_\_\_\_  
Secretary/Assistant Secretary